

**FEDERAL HIGHWAY ADMINISTRATION**  
**EASTERN FEDERAL LANDS HIGHWAY DIVISION**  
**Project 1E16, Baltimore Washington Parkway**  
**Electronic Bid Solicitation (EBS)**

**If your CD-ROM is damaged or does not work properly following these instructions, or if you have questions concerning the operation of this CD-ROM, please contact Jeff Mann at (703)285-0079.**

This CD-ROM “stands alone” for viewing and printing the solicitation documents. No installation is required. It cannot be used with Macintosh format computers.

The CD-ROM contains the following common file formats, and is compatible with Microsoft Windows 3.1, 3.11; Windows 95; and Windows NT:

- 1) Drawings in (.cal) and (.tif) file format.
- 2) Bid Documents in Adobe Acrobat (.pdf) file format.
- 3) “Contract Viewer” which launches “SourceView Reader” and “Adobe Acrobat Reader”.
  - A) “SourceView Reader” for viewing and printing drawings.
  - B) “Adobe Acrobat Reader” for viewing and printing bid documents.

**TO ACCESS DRAWINGS & DOCUMENTS, START THE “CONTRACT VIEWER”**

Double-click CVIEWER.EXE from Windows File Manager or Explorer. The Contract Viewer allows the user to select <View Drawing> or <View Document>. The opening screen for the project is shown below.

(Please note that the due date in the opening screen below is correct; the due date of 2/21/99 given on the CD-ROM is incorrect.)

The screenshot shows a window titled "Federal Lands Contract Viewer". It contains several input fields for project information:

- Project Name:** BW 1E16
- Contract Number:** DTFH71-99-B-00005
- Due Date:** 2/18/99
- State:** Maryland
- County:** Prince George's
- National Park / Forest:** Baltimore Washington Parkway
- Length:** 5.22 miles
- Type of Improvement:** Improvements of the B/W Parkway at the MD Route 197 Interchan

Below these fields are two sections:

- Drawings:** A list box containing "Title Sheet", "Location Maps", "Typical Sections", and "Tabulation of Quantities". To the right of this list is a "View Drawing" button.
- Bid Documents:** A list box containing "BW 1E16 Proposal Booklet", "Bid Submittal Requirements", and "FP-96". To the right of this list is a "View Document" button.

At the bottom right of the window is an "EXIT" button.

Please note that drawings may be grouped by division. If you highlight a division and select <View Drawing>, SourceView Reader will display only the first drawing in the division. The <Page List> function described below will display all drawings in the division. Basic operating instructions are given below. Review the SVREAD.TXT file on the CD-ROM for more instructions.

### **TO VIEW DRAWINGS FROM SOURCEVIEW READER**

From the Contract Viewer, select a division to view and <View Drawing>.

From the SourceView pulldown menu, select: <File> <Page List> This will show all of the drawings in the selected division. Scroll through the listing of drawings and select the drawing you want to view and click <OK>.

### **TO PRINT DRAWINGS FROM SOURCEVIEW READER**

SourceView will print to your default printer.

SourceView will print to fit on 8-1/2" x 11" or 11" x 17" paper depending upon your printer's capability.

From SourceView pulldown menu, select: <File> <Print> <Select Pages> Select a single drawing to print, or <Select All> to print all drawings in the division, or by holding down the <Ctrl> key, select multiple drawings to print. <Print>

### **TO VIEW/PRINT BID DOCUMENTS FROM ADOBE ACROBAT READER**

Three "Bid Documents" will be shown in the Contract Viewer:

<BW 1E16 Proposal Booklet> and

<Bid Submittal Requirements> and

<FP-96>

The <BW 1E16 Proposal Booklet> contains ALL documents including clauses, Davis-Bacon wage rates, Special Contract Requirements, permits, etc.

The <Bid Submittal Requirements> contains selected documents from the <BW 1E16 Proposal Booklet> and contains ALL of the documents and forms REQUIRED to be submitted with your bid.

The <FP-96> contains the Standard Specifications for Construction of Roads and Bridges on Federal Highway Projects.

If you highlight one of these and click <View Document>, Contract Viewer will launch Adobe Acrobat Reader. The document may then be viewed and printed using the Adobe pulldown menu. Review the README.TXT and ADOBE.TXT files on the CD-ROM for more instructions. To print sheets from Acrobat Reader pulldown menu, select <File>, then <Print>. At this point you will have the option to print all pages or select pages to print.

### **MINIMUM SYSTEM REQUIREMENTS FOR ADOBE ACROBAT READER**

**Minimum** - i386, i486, Pentium, or Pentium Pro processor-based personal computer Microsoft Windows 3.1 or Windows 3.11 or later, 8 MB of RAM available to Acrobat Reader, 5 MB of available hard-disk space.

**Recommended** - Pentium processor-based personal computer Microsoft Windows 3.1 or Windows 3.11 or later, 12 MB of available hard-disk space.

### **MINIMUM SYSTEM REQUIREMENTS FOR SOURCEVIEW READER**

**Minimum** - 486 PC with Microsoft Windows 3.1, 3.11, WIN 95 or WIN NT, 8MB of RAM.

**Recommended** - 16+ MB of RAM to reduce or eliminate swapping to the hard drive.

### **PRINTING SERVICES**

If you do not have the capability to reproduce a hard copy of the plans and specifications, a list of commercial printing services is available upon request. This list is available by calling Jeff Mann at (703)285-0079.

### **ADDITIONAL SOLICITATION INFORMATION IS AVAILABLE ON OUR WEBSITE**

**[www.efl.fha.dot.gov](http://www.efl.fha.dot.gov)**